



**Pune Vidyarthi Griha's
COLLEGE OF ENGINEERING, TECHNOLOGY AND
MANAGEMENT, PUNE-09**

(Autonomous Institute Affiliated to Savitribai Phule Pune University,
Pune-411009)



Consultancy Policy

Preamble

The institute promotes consultancy, testing, and training activities to strengthen industry-academia interaction, generate additional institutional revenue, and support outcome-based education. These activities also contribute to knowledge transfer and practical exposure for faculty and students.

Scope

This policy applies to all departments and covers consultancy, testing, and training activities undertaken by faculty and staff. It aims to encourage faculty participation, facilitate industry collaboration, enhance the institution's reputation, and offer financial incentives.

Testing Services

Testing services involve evaluation and validation of industrial products, materials, or systems using institutional laboratories and expertise, ensuring quality compliance and industry collaboration.

Consultancy Services

Consultancy services include expert advice, design, analysis, and problem-solving provided by faculty to industries or external agencies, promoting real-world application of academic expertise.

Training Programs

Training programs are designed for students and industry personnel to upgrade skills and knowledge through lab-based and non-lab-based sessions, enhancing employability and industry readiness.



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Revenue Sharing Model

Activity	College Share	Staff Share
Testing	60%	40%
Consultancy	40%	60%
Training (Lab)	30%	70%
Training (Non-Lab)	20%	80%

College Share Distribution

- 80% - College Development Fund
- 20% - Department Development Fund

Staff Share Distribution

Stakeholder	Share
Teaching Staff	60%
Non-Teaching Staff	15%
Office Staff	5%
HOD	10%
Principal	10%

Approval Process

All consultancy and testing proposals shall follow a structured approval mechanism to ensure transparency, accountability, and alignment with institutional objectives. The concerned faculty must submit a detailed proposal, including scope, deliverables, timelines, and financial estimates, to the Dean (R&D). The proposal will be reviewed by the Institutional Research Committee (IRC) for feasibility, ethical compliance, and resource utilization. Final approval shall be granted only after due evaluation to maintain quality standards and institutional integrity.

IPR & Ethics

All consultancy activities shall adhere strictly to intellectual property rights (IPR) policies and ethical standards of the institute. The intellectual property generated through such activities shall be jointly owned by the institution and the concerned stakeholders, unless otherwise specified by agreement. Confidentiality of client data, project details, and outcomes must be



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maintained at all times. Faculty and staff must ensure compliance with legal, professional, and ethical norms while executing consultancy work.

Student Involvement

The institute encourages active student participation in consultancy and training activities to promote experiential and outcome-based learning. Students may be involved in various stages such as data collection, analysis, design, and implementation under faculty supervision. This exposure helps in enhancing practical skills, industry readiness, and problem-solving abilities. Such involvement also bridges the gap between academic learning and real-world applications.

Monitoring & Reporting

All consultancy and training activities shall be subject to systematic monitoring and periodic review to ensure effectiveness and compliance. Departments are required to maintain proper documentation of projects, financial transactions, and outcomes. An annual audit of consultancy activities shall be conducted to evaluate performance, revenue generation, and impact. Regular reporting mechanisms will help in improving transparency, accountability, and continuous improvement.

Incentives & Recognition

The institute shall provide appropriate incentives and recognition to faculty and staff involved in consultancy activities to encourage participation and excellence. Outstanding contributions may be acknowledged through awards, certificates, and institutional recognition programs. Performance-based incentives may also be considered in accordance with institutional norms. This initiative aims to motivate faculty, promote innovation, and enhance the institute's overall consultancy ecosystem.

Dr Manoj R Tarambale
Principal

